



**Borough of Portland Council Meeting Minutes
December 27, 2023**

Call to Order – Vice-President Patrick McHugh called the meeting to order at 7:00 P.M.

Pledge of Allegiance was recited.

Roll Call –Patrick McHugh, Vice-President, Council Members: Kyle Overfield, Karen Pfeiffer and Lisa Prator were present. Stephanie Steele, President, -absent due to illness. Councilmember Lance Prator-absent due to COG Meeting.

Others Present –Borough Solicitor-Michael Gaul, Secretary Lori Sliker,

Announcement of Recording - This meeting is being digitally recorded for assistance in preparation of the minutes. Vice-President McHugh asked if anyone, besides the recording secretary, would be recording tonight's meeting. No other attendees are recording the meeting.

Editor's note: Recording of the meeting by Mayor Heather Fischer, Borough Council members or members of the public are for personal use only, and do not constitute official Borough action, or an official record, unless expressly authorized by specific Borough Council action.

Approval of the Meeting Agenda and any Amendments:

The Council approved by consensus the Meeting Agenda as presented, without any amendments.

Resolution 2023-09: Resolution Appointing Kirk, Summa & Co, LLP, as the Borough of Portland's Independent Auditor for Purposes of Auditing the Borough's Accounts for the 2023 Fiscal Year.

Solicitor Gaul presented proposed Resolution 2023-09, which appoints the certified public accounting firm of Kirk, Summa & Co, LLP, (the "Independent Auditor"), as the Borough's independent auditor for purposes of the 2023 fiscal year audit. The Resolution states that the compensation of the Independent Auditor shall be \$7,000 and paid from Borough funds. The Resolution approves the Independent Auditor's engagement letter of October 30, 2023, and authorizes the Borough Council President or Vice President to execute and deliver the letter. Solicitor Gaul advised that because the Resolution already contains an authorization for execution of the engagement letter, Agenda item 6b was redundant and did not need to be separately addressed.

A motion was made by Councilmember Karen Pfeiffer to adopt Resolution 2023-09, seconded by Councilmember Lisa Prator. Vote 4-0-0; Motion Carried

Public Comment – None

Legal –None

Correspondence: None

Old Business: None

New Business: Vice-President McHugh advised that the Tax Collector for the School District Taxes, T. DeFranco has resigned. The School District suggested that Berkheimer could be appointed Tax Collector. Councilmember Karen Pfeiffer inquired if the Borough Secretary/Treasurer can collect the school tax. Solicitor Gaul advised this is on the agenda just to start a discussion and that further research and information will be needed prior to the Council making a decision.

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Councilmember Karen Pfeiffer stated she was very happy that the Borough received the two (2) grants they applied for.

Secretary Announcements: None

Public Comment: None

Executive Session: No Executive Session

Adjournment:

A motion was made by Councilmember Lisa Prator to adjourn the meeting at 7:05 PM., and seconded by Councilmember Karen Pfeiffer. Vote 4-0-0; Motion carried.

Reminder: Next meeting is Tuesday, January 2, 2024 (Regular & Reorganization Meeting)

Respectfully Submitted,



Lori Sliker, Borough Secretary

